

CITY COUNCIL

TRAVEL AUTHORIZATION REQUEST

I hereby request that I be authorized to proceed on official city business to the following named places and return to San Antonio, on or about the dates indicated and to be reimbursed for the travel expenses incurred in performance thereof from city funds in accordance with prescribed policies and procedures applied to such reimbursement.

Enrique Barrera

Destination or Itinerary: (If more than one point, state, "in order listed" or "any order.")

Guadalajara, Mexico

Fiestas de Octubre (37th Annual Sister Cities Event)

Estimated date of departure from San Antonio: October 14, 2003

Estimated date of return to San Antonio: October 16, 2003

2003 OCT - 6 AM 10: 27

RECEIVED
CITY OF SAN ANTONIO
CITY CLERK

GRATUITOUS OR NON-CITY FUNDED TRIPS

This trip will be paid for (entirely) or (partially) by a third party or from non-City funds.

DONOR: _____

VALUE: _____

EXCEPTIONS:

☒
☐
☐
☐

Official Business only
Dual purpose-Goodwill
Dual purpose-Education
Dual purpose-City Business

Financial Data:

Estimated cost of travel:

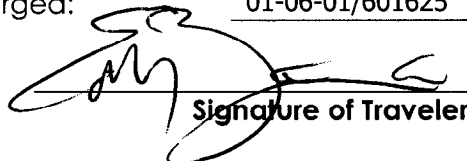
\$957.29

Travel Advance requested:

\$132.00

Fund, Account & Index Code to be charged:

01-06-01/601625


Signature of Traveler

I hereby certify that the above request for travel authorization has been approved by the City Council on the 9th day of October, 2003.

ATTEST:


CITY CLERK


MAYOR